

SECURITY INFORMATION

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8 December 1952

MEMORANDUM FOR: DD/P-ADMIN (Chief)  
VIA: Acting Chief, FI  
SUBJECT: Inspection and Security Indices

1. It is suggested that the Office of Inspection and Security be approached concerning cross-referring their three principle indices in the FI/RI Main Index.

2. This suggestion is made in the interests of operational efficiency and complete CE coverage. As RI receives an average of approximately [REDACTED] per month it would be impractical to transmit this volume of work to I&S as should be done if complete CIA records assets are to be exploited.

3. The implementation of this proposal could be accomplished by the mechanical or photographic reproduction of the I&S indices and the reproduction of "sterile" index cards for the RI Main Index. These cards would divulge no data other than a name and the presence of information in I&S. Requesters would be referred to I&S in keeping with policy as dictated by I&S.

4. Precedence for this proposal rests with the success achieved by incorporating CIA applicant, CIA personnel and OCD Biographics Registry cards into the RI Main Index.

5. This plan has received the verbal concurrence of members of the Organization and Methods Service.

[REDACTED]

Chief, RI

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